

MEETING #18 – April 10

At a Regular Meeting (#1) of the Madison County Board of Supervisors on April 10, 2018 at 4:00 p.m. in the Madison County Administrative Center Auditorium located at 414 N. Main Street:

PRESENT: R. Clay Jackson, Chairman
Jonathon Weakley, Vice-Chairman
Kevin McGhee, Member
Charlotte Hoffman, Member
Amber Foster, Member
Jack Hobbs, County Administrator
Mary Jane Costello, Asst. County Administrator/Finance Director
Frank Thomas, Interim County Attorney
Jacqueline S. Frye, Deputy Clerk

Call to Order

Pledge of Allegiance & Moment of Silence

1. Determine Presence of a Quorum/Adopt Agenda

Chairman Jackson advised that all members are present; a quorum was established.

Chairman Jackson recommended the following addition/correction to today's Agenda:

- ✓ Add Item 9b - New business: Road Study (Aylor Road [Rt. 651] & Good Hope Church Road [Rt. 616])

Supervisor Hoffman moved that the Agenda be adopted as amended, seconded by Supervisor Foster. Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).

2. Public Comment:

Chairman Jackson opened the floor for public comment. The following individual(s) provided public comment:

The following individual(s) provided public comment:

- Patrick Mauney (RRRC): Advised of the recent commuter services bike-riding initiative program that will host "Bike to Work Week" (May 18th through May 25th). All participants will be entered to win a \$100 gas/coffee card with one winner being selected from each participating locality]. A certificate of appreciation was presented to Supervisor Charlotte Hoffman for her service to the Rappahannock Rapidan Regional Commission for the past two (2) years

With no comments being brought forth, the public comment opportunity was closed.

3. Constitutional Officers:

Commonwealth Attorney

Clarissa Berry, Commonwealth Attorney, was present and advised that a "Mask Beware" event was hosted by the Victim-Witness Office to recognize victims of domestic violence (dinner was provided by Mt. Carmel Church) in honor of "National Crimes' Victim Week."

Commissioner of the Revenue

Brian Daniel, Commissioner, was present to report that the reassessment process is moving along; personal property filings are due back to the Commissioner's office by May 1st.

4. County Departments

EMS

Lewis Jenkins, Director of Emergency Medical Services, was present and advised that at a recent meeting, the Madison County Volunteer Rescue Squad has requested eleven (11) hours of coverage from the County's paid EMS staff (from 6:00 p.m. to 5:00 a.m.), which will call for an additional (44) hours of service each week and will present a need for one (1) new EMS staff position. In closing, the Board of Supervisors was asked to consider the request to hire one (1) person to his department.

Mary Jane Costello, Finance Director, was present and advised that the costs for the proposed position will call for \$11,300.00 from the FY18 budget and \$77,000 from the FY19 budget; an analysis of proposed costs will be forwarded to the Board for review.

The County Administrator noted that although the request may be unexpected. Although volunteers 'work when they want', the citizens expect emergency services despite the fact there may not be enough volunteers on hand, which will call for County personnel to fill the shortfall. In closing, it was noted that should today's request be approved, a supplemental appropriation request will be presented at the next meeting session.

Comments from the Board:

- Chairman Jackson: Advised that education and public safety are main priorities for the County; suggested the Board appoint a liaison to talk to the rescue squad regarding the need for adequate coverage

The Finance Director further noted that there is sufficient funding in the contingency fund to cover the request, but a budget adjustment will be needed (for FY18 and FY19).

Comments from the Board:

- *Supervisor Weakley: Questioned the number of active volunteers and verbalized concerns regarding the proposed larger building being sought to house volunteer services; although there is respect for the request, he questioned ether the volunteer membership is strong enough to warrant the need for the larger facility, and whether the proposed facility will lead to a future funding burden for the County*
- *Supervisor McGhee: Noted that the matter of trajectory was discussed during budget workshop sessions; the proposed request appears to be necessary; verbalized concerns about the proposed larger facility being sought by the rescue squad; suggested feedback be attained from the rescue squad membership*
- *Supervisor Hoffman: Noted that the additional EMS position is needed; questioned if there are enough volunteers in place to effective run the volunteer rescue squad*
- *Supervisor Foster: Advised that Fauquier County is also dealing with a lack of adequate volunteers; paid staff have been required to provide emergency services because of a shortage of volunteers*

Supervisor Weakley moved that the Board approve the hire of one (1) full-time employee for EMS, seconded by Supervisor Hoffman. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

Madison County Planning Commission

Mike Mosko (Madison County Planning Commission) was present to advised that the Commission is in the process of reviewing County's ordinances, suggesting improvements, and discussion the issue of VDOT and Madison Health Department approvals and whether approval can be sought prior to acting on cases, or whether applicants can address this matter afterwards.

5. Reports from Committees and Organizations

Rappahannock Rapidan Community Services Board

Robert Legge, County representative (RRCSB) was present and advised that a recent meeting was held with the new Executive Director. An overview of the RRCSB initiatives for participating localities was provided, as funded with a budget of \$25,000,000.00 and about 370 employees. Funding is utilized for:

- Group homes
- Service to those with development disabilities
- There are 40 CSB's in the State of Virginia
- The RRCSB is the only CSB that provides aging services
- Madison County provides \$81,000.00+ in funding

Data on what is provided to Madison County was noted as follows (provided by the RRCSB Finance Director):

- 163 citizens served through the Culpeper Behavioral Health Clinic: Cost of \$136,000.00
- CIT Center mental health & emergency services: Cost of \$63,000.00
- Senior Center: Cost of \$129,000.00
- Meals delivered: Cost of \$18,000.00
- Aging Services support coordination: Cost of \$40,000.00

Total: \$388,000.00 worth of services delivered to Madison residents

**Figures come from dividing the number of Madisonians by the total budget of that department*

- CIT funding at a cost of \$63,000.00
- Meals on Wheels at a cost of \$18,000.00

**Madison's residents make up 10% of the number of people services through the CSB*

In his opinion, there could've been a better way of relaying associated costs by the former Executive Director (in the past), along with the number of people being served vs. dollar amounts for associated services. All costs provided exclude services for those developmental disabilities and mental health issues.

Comments from the Board focused on:

- Whether calculations for Madison were based on 'per citizen' or on an average
- Proposed amount of funding being utilized 'per senior citizen' (\$1,800.00)

Additional items of concern (at the County level) pertain to:

- ✚ A Lack of services being provided
- ✚ Service level provided is inconsistent between Counties
- ✚ The impact of delayed ECO Evaluations on Residents
- ✚ The impact of delayed ECO Evaluations on law enforcement
- ✚ Hospital bed location(s)
- ✚ Lack of collaboration with partner agencies

Mr. Legg referred to the matter involving transportation of patients being driven from the CIT Center (in Culpeper) for temporary detention order evaluations, and subsequent transport to mental health facilities that are a great distance away, which is frustrating, expensive, and causes a disruptive to the scheduling of law enforcement personnel. Additionally, it was noted that such an incident transpired on March 28th that involved four (4) individuals. Since that time, there has been constructive communication between the Director (RRCSB), clinical staff and local law enforcement personnel (Troy Estes) in an effort to make the transport process much better. Emphasis was also made on the fact that the guard at the CIT Center was unarmed during the incident on March 28th, and whether a trained security member could be on staff to assist with some of the transports (as studied by the General Assembly).

Additional input was provided from the following departments:

Sheriff's Office:

Erik Weaver, Sheriff, was present and advised that the issue has been ongoing since his term began (in 2003), and there has been no improvement. The County was promised that this issue would improve, and (in his opinion) the CIT Center isn't working well for the County. He also reported that surrounding localities are also experiencing these same issues. He further stated that patients are being dropped off for evaluations at the CIT Center and there have been instances where local law enforcement has had to transport patients to Abingdon, Galax and Dickerson Counties (i.e. southwest Virginia). He noted that the matter for Madison County directly relates manpower and results in additional costs to the local taxpayers. A meeting was held with all parties in which promises were made but haven't been fulfilled. It was also noted that the local DSS office is greatly affected in that they are receiving no support from the RRCSB. In closing, it was noted that assistance from the Board is greatly needed.

Troy Estes: Referred to recent data provided to him (from Robert Legge); additional highlights focused on the following statistics:

2017

- (22) transports
- 253 manhours
- Total salaried time: \$10,000.00
- 11.5% of man hours spent per transport

2018

- (5) transports
- 121 manhours
- Total salaried time: \$4,800.00
- 11.5 hours per transport to 24 hours per transport

In the past, evaluators were conducting the evaluation process within 4-6 hours, but are not waiting a full (8) hours. He also noted that:

- Private hospitals have the right to decline admission
- All private hospital admissions must be checked before a patient can be admitted into a regional facility
- Recent transports have involved many deputies and have been at least 3.5 hours one-way

It was also reported that of the (27) transports thus far, the CIT center has been open, but unable to provide assistance, and deputies have had to wait in the ER with patients during their entire stay. Over the 15-month period, about \$19,000.00 in costs have been associated with medical transports.

Commonwealth Attorney

Clarissa Berry was present and questioned if the County is getting an appropriate percentage of the funding being provided to the RRCSB (i.e. \$461,000.00 [State] - \$742,000.00 [Federal]). She also noted that:

- There is no drug of substance abuse services provided to the County (from the RRCSB)
- Figures from the annual report/projects don't appear to be correct
- Questioned funding for mental health services vs. aging services.

And:

- Doesn't feel that any headway is being made; encouraged the Board of Supervisors and the RRCSB to develop a resolution

Madison Department of Social Services

Valerie Ward, Director, was present and advised that the lack of assistance from the CSB does directly impact CSA expenditures; about \$326.00 is being allocated for case management services.

EMS

Lewis Jenkins, Director of Emergency Medical Services, was present and advised that his department is directly impacted, as about 5% of EMS calls are for psychiatric emergencies (i.e. drug overdose). Additionally, paid staff usually end up providing transportation due to the volunteers being unable to handle the bulk of the calls. In closing, he feels the current issue does impose a problem on the County's available resources.

- Joe May: Questioned if the people being transported by EMS have health insurance coverage

Comments from the Board:

- Supervisor Weakley: Questioned the requirement for medical staff to research admissions for all hospitals, and whether there is a regional facility that can accommodate these types of admissions; encouraged discussion (at the CSB level) and input be provided to the County; feels that the County's needs aren't being prioritized (at the CIT Center)
- Supervisor Hoffman: Suggested the County request that state agencies handle petitioned complaints based on the fact that the County isn't receiving adequate services (from the RRCSB)

**It was noted that the agency to contact regarding today's concerns (with the RRCSB) is the Department of Behavioral Health.*

- *Chairman Jackson: Concerns regarding the numbers provided; suggested that funding not be provided to the CSB until issues are fully resolved; feels that allocation of funding is a poor investment of taxpayer dollars (i.e. citizens aren't being serviced - CSB is getting served)*

The County Administrator referred to a preliminary survey that indicated the State does require the County to provide a certain amount of funding to the local CSB.

The Sheriff referred to the fact that a prior Board withheld funding from the CSB in the past because of there being a lack of adequate services provided; however, services did improve, but once funding was restored, the level of service declined once again.

The Finance Director advised that there are four (4) programs that run through the CSB, and each has a different funding stream; however, it was also advised by the CSB Finance Director that the state will eliminate funding in the event any participating locality's funding amount should fall below a specific percentage amount.

- *Supervisor Foster: Concerned that additional costs are being undertaken by the local DSS office because of the lack of services being provided by the CSB*

After discussion, it was suggested that the County continue to assess concerns pertaining to the CSB, and by consensus of the Board, there was a request to meet with the new Executive Director.

6. Finance

a. Claims

\$44,030.60 (4'6'18)

\$36,343.36 (4'10'18)

\$80,373.96 (Total)

Highlights:

- \$8,026.00 (Final payment on Black & Veatch study)
- \$15,000.00 (Purchase of EMS equipment]
- \$6,800.00 (Madison County Schools [reimbursement for individual health insurance]

Supervisor McGhee moved that the Board approve Claims for April 2018 totaling \$80,373.96 as presented, seconded by Supervisor Foster. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

7. Minutes: March 27, and April 4, 2018 Meetings

Chairman Jackson called for corrections and/or adoption of the Minutes for March 27 and April 4.

March 27, 2018 (Minutes #16): Supervisor Weakley moved that Meeting #16 Minutes be approved as presented, seconded by Supervisor Hoffman. *Aye: Jackson, Weakley, Hoffman, Foster. Nay: (0). Abstain: McGhee.*

April 4, 2018 (Minutes #17): Supervisor McGhee moved that Meeting #17 Minutes be approved as presented, seconded by Supervisor Foster. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

8. Old Business:

a. Criglersville School Advisory Committee: The County Administrator referred to the study for the future uses of the Criglersville School; four (4) applications have been collected for consideration for appointment to the committee. The Board was encouraged to review the charter proposal and assess whether to appoint members, and to consider appointing a Board member to also serve on the committee.

After discussion, it was the consensus of the Board to re-advertise the proposed charter for one (1) week and add this item to the next meeting agenda as "old business."

9. New Business:

a. Madison Control Ordinance Update: The County Administrator referred to amendments to the Animal Control Ordinance as prepared by Frank Thomas, Interim County Attorney.

Mr. Thomas advised that the proposed updates have been forwarded onto the Commonwealth Attorney and the Animal Control Officer for review and assessment. He also noted that there have been substantial changes in the state law, and that the existing ordinance is out of sync. Most of today's proposed content refers to conformity in accordance with the existing state law, and there is a significant change with regard to the concept of 'stray dogs' having been removed and non-defined. At the present time, the state law will allow ACO's the ability to pick up any dog(s) that is in violation of ordinances the County may have passed that restricts dogs from being abroad. Additionally, there are also changes that refer to 'dangerous and vicious dogs' and the general animal cruelty provision has been expanded to make a distinction regarding farm animals and/or domesticated animals.

After discussion, it was the consensus of the Board that input be attained from the Commonwealth Attorney and Animal Control. It was also noted that a public hearing will be required in order to initiate any changes to the existing ordinance.

b. Road Study

i. Aylor Road (Rt. 651)

ii. Good Hope Church Road (Rt. 616)

Chairman Jackson noted that several residents on Aylor Road have asked that a speed study be initiated, as a result of the request to open a private school in the area. A request has also been proposed for a speed study on Good Hope Church Road in light of the business that has developed in the vicinity.

The County Administrator noted that VDOT does have funding in place (as allocated to the locality) for the purpose of conducting speed studies.

Supervisor Weakley moved that the Board approve a speed study for Aylor Road and Good Hope Church Road, seconded by Supervisor Foster. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

10. Information/Correspondence

a. Optional VRS Rates for FY19 and FY20: The County Administrator noted that the state code has a provision that requires VRS to offer localities the option of paying higher rates that the VRS Board has certified as appropriate rates for funding any unfunded liability in the retirement system. It was further explained that the idea is that if the County should desire,

payments could be accelerated in an effort to pay down any long-term liability sooner. In closing, he noted that to the best of his knowledge, no other localities have taken part in the proposal.

b. Status Report on Projects: The County Administrator provided a document to denote all open projects to include the following:

- Reassessment
- Recodification
- FY19 budget
- Comprehensive Plan
- Animal Shelter Van
- Social Services Building Lease Negotiations
- Status of the Emergency Services Coordinator Role
- Radio System Project
- Tree Replacement (War Memorial Building/Dept. of Social Svcs.)
- Solid Waste Management Plan Update
- Updated Flood Plain Mapping & Ordinance
- Architectural & Engineering Consultant Procurement
- Approved Procurement

11. Public Comment

Chairman Jackson opened the floor for public comment. With no comments being brought forth, the public comment opportunity session was closed.

12. Closed Session (if needed)

Tour of Facilities (if and as time allows)

- *Social Services*
- *Sheriff's Department/Emergency Communications*
- *Economic Development/Tourism/Chamber Offices*
- *Courthouse & Estes House*

Supervisor McGhee moved that the Board recess until 7:00 p.m., seconded by Supervisor Foster.

it was noted that the meeting will actually continue at an alternative location, and not recess, as suggested by the Interim County Attorney.

Supervisor McGhee withdrew his prior motion, seconded by Supervisor Foster.

The meeting was continued for the facilities tour.

13. Public Hearings - 7:00 p.m.

Chairman Jackson advised that the public hearing session will involve an explanation of the FY19 Budget as presented by the County Administrator, and the proposed tax rate and administrative fees.

a. FY19 Budget: The County Administrator proceeded to provide an overview of the FY19 budget that focused on:

- ✚ Presentation Agenda
- ✚ FY19 Budget Highlights
- ✚ Overall Summary by Fund
- ✚ Flow of Monies In/Out of County Funds
- ✚ Proposed FY19 Budget Summary
- ✚ General Fund Outlays by Function
- ✚ Funding for Schools & Other Organizations
- ✚ Donations
- ✚ Uses of General Fund Monies by Fund
- ✚ School Outlays
- ✚ Use of Monies for School Purposes
- ✚ Capital Projects
- ✚ Debt Payments
- Sources of Funds
- ✚ Personnel
- ✚ Schedule Going Forward

Additional highlights focused on:

- ✚ No tax increase being proposed for FY19
- ✚ Recurring vs. one-time spending
- ✚ No new initiatives on service programs being proposed
- ✚ Two percent (2%) increase for personnel

In closing, it was explained that the FY19 budget is now a consensus document only, and is slated for proposed adoption at the April 24th meeting session. Accolades were provided to the County departments and the Finance Director for provisions provides with the initiation of the FY19 budget document proposal.

Comments from the Board:

- *Chairman Jackson: Referred to proposed adjustments for additional EMS staff (due to a shortage of volunteers) at a cost of \$77,000.00; reference was also made to a proposed decrease in state funding of about \$350,000.00 (i.e. between the house and senate) which the locality may have to cover*

The public hearing was open to the public.

The following individual(s) provided comments:

- Carl Kerby: Verbalized support of the proposed FY19 budget; thanked the Board for utilizing consideration of all funding requests; BOS has adopted policies to eliminate huge tax increases; thanked the Board for being conservative
- Eleanor Montgomery: Feels that the budget process was well done; concurred with concerns discussed pertaining the RRCSB and the shortfall of services being provided to the locality; recommended that the RRCSB not be paid any further funding
- Bonita Burr: Thanked the Board for all assistance provided to the Madison County Library

- Mike Fisher: Referred to the comp plan and the fact that much of the county's funding is acquired through real estate and personal property taxes; feels that costs for education and public safety are going to 'blow the County's budget 'out of the water'; noted that the fund balance will only carry the locality for a short while; feels that a planner (or a process) is greatly needed in order to keep the County going in the right direction; referred to Aylor residents' concerns regarding the proposed school on Aylor Road, and feels the proposed school would've been a good revenue source for the locality; referred to concerns that the public feels the County isn't 'business friendly' and that (in his opinion) the County can't afford to lose future business opportunities

With no further comments being brought forth, the public hearing session was closed.

Comments from the Board:

- *Supervisor Hoffman: Thanked the County Administrator and Finance Director for working on the proposed FY19 budget document; all details of the budget were effectively explained and presented; verbalized favor of the proposed document; noted that it's uncertain whether taxes may need to be raised in the coming years*
- *Supervisor Foster: Noted favor of the proposed FY19 budget; accolades to the County Administrator and Finance Director; noted that that the document is understandable and was well reviewed by the Board*
- *Supervisor McGhee: Feels the Board has a better understanding of the budget process; noted that the County has evolved during his tenure; feels the budget was done in a responsible manner; thanked the citizens for being involved*
- *Supervisor Weakley: Thanked the County Administrator, Finance Director and Department Heads; noted that the Board has tried to meet the needs and act in an economically positive manner; feels the overall approach has greatly improved; County has worked with the schools in order to attain wise practices to ensure good pricing for the purchase of products; referred to proposed state funding shortfalls; suggested that revenue for the County be shared and not be attained solely through real estate taxes*
- *Chairman Jackson: Referred to staff employed by the school system (300+) and County (75+), the aging population, and CSA funding (with a noted decrease in spending); accolades to County staff and personnel for input; noted that the County is a great place to leave; Board is charged with being responsible with taxpayer dollars; feels the budget is fair; verbalized favor of establishing a capital fund; accolades to the Finance Director for assessing various options during the budgetary process*

With no further comments being brought forth, the public hearing session was closed.

b. FY19 Tax Rates

c. FY19 Administrative Fees

The County Administrator advised that there is no proposed change in the tax rate. There will be a slight change in the procedure for administrative fees. It was suggested that the County move administrative fees into the budgetary process and refrain from utilizing ordinances in an effort to:

- a) Refrain from frequent amendments to ordinances*
- b) All administrative fee schedules will be noted in one place*

In closing, it was noted that proposed administrative fees will remain in place, with the exception of the proposed one-time lifetime dog tag fee and GIS fees (FOIA basis).

Chairman Jackson opened the public hearing on the FY19 tax rates and FY19 administrative fees.

- Clarissa Berry: Thanked the Board for the proposed lifetime dog tag

With no further comments being brought forth, the public hearing session was closed.

The County Administrator suggested the Board adopt all of tonight's items. The Interim County Attorney will provide a draft ordinance. The Board was encouraged to provide any additional proposed changes other than the:

1. EMS hire
2. State revenues

Chairman Jackson provided accolades to Madison County staff/personnel.

14. Adjourn

With no further action being required, Supervisor Weakley moved that the meeting be adjourned, seconded by Supervisor McGhee. *Aye: Jackson, Weakley, McGhee, Hoffman, Foster. Nay: (0).*

R. Clay Jackson, Chairman
Madison County Board of Supervisors

Clerk of the Board of the Madison County Board of Supervisors

Adopted on: April 24, 2018

Copies: Board of Supervisors, County Attorney & Constitutional Officers



Agenda Regular Meeting

Madison County Board of Supervisors
Tuesday, April 10, 2018 at 4:00 p.m.
County Administration Building, Auditorium
414 N Main Street, Madison, Virginia 22727



Call to Order

Pledge of Allegiance & Moment of Silence

1. Determine Presence of a Quorum / Adopt Agenda
2. Public Comment
3. Reports from Constitutional Officers
4. Reports from County Departments
5. Reports from Committees and Organizations
 - a. Rappahannock Rapidan Community Services Board.....Robert Legge

6. FinanceFinance Director Costello

a. Claims

b. Supplemental Appropriation Requests

7. Approval of Minutes: February 27, March 1 & 8 Meetings

8. Old Business:

a. Criglersville School Advisory Committee County Administrator Hobbs

9. New Business:

a. Animal Control Ordinance UpdateCounty Administrator Hobbs

b. Aylor Road (Rt. 651) Speed Study & **Good Hope Church Road (Rt. 616) Speed Study**.....Chairman Jackson

10. Information/Correspondence

a. Optional VRS Rates for FY19 and FY20.....County Administrator Hobbs

b. Status Report on ProjectsCounty Administrator Hobbs

11. Public Comment

12. Closed Session (if needed)

Tour of Facilities (if and as time allows)Facilities & Maintenance Manager Berry

13. Public Hearings - 7:00 p.m.County Administrator Hobbs

a. FY19 Budget

b. FY19 Tax Rates

c. FY19 Administrative Fees

14. Adjourn

• AMENDMENTS NOTED IN ROYAL BLUE, **YELLOW HIGHLIGHT** AND STRIKEOUT •